

PHARMACY SHOP

MANDATORY DOCUMENTS

S. No.	Parameters
1	Last year Income Tax return
2-	Last year Sales Tax return
3-	Valid License of Pharmacy
4-	Three qualified pharmacist as employ (Appointment letter) as proof
5-	4.50 CDR attached with financial bid
6-	ATL

SUPPORTING DOCUMENTS

S. No.	Parameters	Detail		Total score								
1-	Past performance/ experience in running of Pharmacy	<table border="1"> <thead> <tr> <th>No of Institution served</th> <th>No.</th> </tr> </thead> <tbody> <tr> <td>1 to 2</td> <td>05</td> </tr> <tr> <td>3 to 5</td> <td>10</td> </tr> <tr> <td>More than 5</td> <td>15</td> </tr> </tbody> </table>		No of Institution served	No.	1 to 2	05	3 to 5	10	More than 5	15	15
No of Institution served	No.											
1 to 2	05											
3 to 5	10											
More than 5	15											
2-	Human resource with reference to job/ work	<table border="1"> <tbody> <tr> <td>03 or more qualified pharmacist</td> <td>05</td> </tr> <tr> <td>02 or more qualified pharmacist</td> <td>03</td> </tr> <tr> <td>10 or more helper</td> <td>05</td> </tr> <tr> <td>05 to 09 Helper</td> <td>03</td> </tr> </tbody> </table>		03 or more qualified pharmacist	05	02 or more qualified pharmacist	03	10 or more helper	05	05 to 09 Helper	03	10
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3-	Market experience as Chemist	<table border="1"> <tbody> <tr> <td>More than 05 years experience</td> <td>10</td> </tr> <tr> <td>2 to 5 years</td> <td>05</td> </tr> <tr> <td>Less than 2 year</td> <td>0</td> </tr> </tbody> </table>		More than 05 years experience	10	2 to 5 years	05	Less than 2 year	0	10		
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4	Financial strength	<table border="1"> <tbody> <tr> <td>20 million to above</td> <td>5</td> </tr> <tr> <td>10 to 20 million</td> <td>3</td> </tr> <tr> <td>Below 10 million</td> <td>0</td> </tr> </tbody> </table>		20 million to above	5	10 to 20 million	3	Below 10 million	0	05		
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BIDDING DOCUMENT
PHARMACY SHOP MEDICAL TEACHING INSTITUTE
AYUB TEACHING HOSPITAL, ABBOTTABAD

The bidder must read the tender documents carefully and sign each and every page as the same is considered as signed agreement.

A. MANDATORY DOCUMENTS

- (I) B-Pharmacy License or equivalent.
- (II) Pharmacist is mandatory for each shift on the strength of firm with documentary evidences.
- (III) 20 (Million) Bank Balance is mandatory. Firm should attach bank statement for the last six month with active transactions.
- (IV) Proof of Income Tax Sales Tax registration supported with last year return and firm should be on ATL.
- (V) An undertaking on judicial stamp paper must be attached with Technical bid that CDR of desired amount is attached with Financial Bid. No need to mentioned the amount of CDR.
- (VI) Tender fee deposit receipt.

Note: Bid without mandatory documents shall not be considered for evaluation.

B. SUPPORTING DOCUMENTS CONSIDERED FOR EVALUATION.

- i. Past performance / Experience in running of Pharmacy in one to more than 5 institutions including Government and private hospitals 50 or more beds and registered with HRA KPK or equivalent registering body with proof of satisfactory certification from the respective institution.
- ii. Market experience from 3 to more than 5 year as registered chemist supported with registration certificate showing annual sale. The sale LESS THAN 15 (Million) per annum will not be considered for evaluation towards experience.
- iii. List of qualified staff i.e 3 or more qualified Pharmacist (supported with B-Pharmacy or equivalent certificate for all Pharmacist) and 5 to 10 or more helper /sales men/computer operator (experience certificate to be attached). Less than one Pharmacist and 4 helpers/sales man or not eligible for evaluation marking.

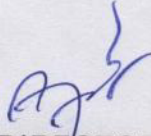

General Conditions of the contract.

1. The terms and conditions mentioned in the advertisement notice given above are part of the bidding document.
2. The contract period would be for 1-year from July 2018 to June 2019.
3. The bidders must attached CDR worth Rs. 45,00,000/- on the name of Hospital Director from the scheduled bank of Pakistan.
4. The tender documents can be obtained from the Procurement Cell of ATH after deposit of tender fee as mentioned above (non-refundable) during working hours upto 30-06-2018.
5. The minimum monthly rent of Pharmacy shop will be Rs. 14,18,000/- and the highest bidder will be declared as successful.
6. Electricity charges Rs.20,000/- and monthly rent is to be paid by 5th of each month in advance by the contractors. In case of default 5% penalty for one month delay will be imposed. The delay for more than one month contract will be cancelled after forfeiture of security deposit.
7. The bidding documents are available on our official website www.ath.gov.pk and will be issued after deposit of tender fee in Account Department.
8. Tender shall be single stage two envelope basis. One shall be marked as "TECHNICAL BID" and other as "FINANCIAL BID". Initially, the technical bid shall be opened on the due date and later-on, financial bid of technically evaluated bidders shall be opened and finalized under the rules.
9. The firm should submit undertaking on judicial stamp paper with Technical Bid that the CDR of required amount is lying in Financial Bid, failing which, the bid will be cancelled.
10. The bidder shall submit financial bid/offer in words & in figures on firms letter head duly typed, signed and stamped. The CDR from the scheduled bank of Pakistan must be attached in Financial Bid.
11. The tenders completed in all respect shall be received through post/courier upto 30/06/2018 till 1100 Hours and shall open on the same day at 12:00 (Noon). No by hand or late tender will be accepted.

12. The highest offer of only technically qualified bidder shall be accepted.
13. Tender having cutting/over writing and hand written shall be rejected.
14. The interested parties/firms may attend pre-bid meeting on scheduled date and time.
15. Successful bidder shall start computerized inventory/billing system in the Pharmacy and also give 5% discount on all the items.
16. The Pharmacy shop shall run subject to the provision of Drugs Act 1976 & all prevailing /relevant rules in vogue. In case of receipt of any complaint regarding breach of agreement or poor/unsatisfactory performance the decision of the competent authority shall be final.
17. Earnest money as per advertisement in shape of Call deposit from any scheduled bank in the name of undersigned must be attached the financial bid otherwise tender will not be accepted. Any previous call deposit will not be considered for this contract.
18. Conditional and ambiguous tenders will not be accepted.
19. In case of giving false information with the tender, firm will be liable to be rejected with forfeiture of Earnest money. The rent offered by the firm will be valid till completion of contract period.
20. In case of any conflict arises between the parties (institution and Contractor) the competent authority will resolve the problem through arbitration under the Arbitration Act of 1940 (As amended from time to time). The arbitrator shall be appointed by the undersigned whose decision will be final binding upon both the parties.
21. Pharmacy will provide services round the clock without any break.
22. The contractor shall be liable to make available life saving drugs at all times.
23. The contractor will be bound to make availability of all drugs contained in Hospital formulary round the clock.
24. The staff must be provided with proper uniform by the successful bidder.
25. Stock of the medicines should be maintained in such a way that efficacy and potency of medicines is not compromised.
26. Cold chain should strictly be maintained, where required. Sufficient space shall be available for refrigeration and deep freezing.
27. Successful bidder shall provide computerized cash memo bill stating date, time of transaction, the name of medicines, strength, dose and total number along with the amount paid. It shall also include the name of patient. The dosage with other instructions must be printed in Urdu.

28. The contractor will provide medicine as prescribed in terms of its strength, state and trade name and cannot change the prescription at own. In case of receipt of any such complaint three times, the contract shall be cancelled with forfeiture of security.
29. Contractor will not compel the patient/attendant to purchase the medicines from pharmacy shop only and will leave them at their choice/will. In case of non-consumption of medicines the pharmacy will be bound to receive it back within 24 hours if the medicines are not de-shaped/used by the patient.
30. Besides medicines the store shall make available other supplies e.g. disposable syringes of various sizes, LP Needles, other biopsy Needles, Catheters, NG Tubes, ACD Bags, Urinary Bags, gloves etc as per list provided by hospital authorities.
31. All the purchases made from the pharmacy directly are to be paid by the customers themselves either indoor or outdoor.
32. Complete state of hygiene best storage practice be observed.
33. In case of any unforeseen situation due to fire etc or any act of God, the loss incurred by the contractor shall be his responsibility and no such claim is to be made or entertained by the hospital.
34. The Earnest Money may be confiscated partially or totally in favour of the institution, if there is a breach of the agreement by the pharmacy shop. Such a confiscation can be made even when the agreement is not dispensed with. In such a situation the pharmacy shop must replenish the confiscated portion to continue with the agreement.

35. The Hospital administration will monitor / supervise through its monitoring/supervisor committee the function of pharmacy to the extent of contract award conditions.
36. The cleanliness of Pharmacy and surrounding areas shall be the responsibility of the contractor.


HOSPITAL DIRECTOR
AYUB TEACHING HOSPITAL
ABBOTTAABAD


We will abide to all the above terms & conditions

Signature of Bidder

Name of Firm with full address
